



**Waterfront Master Association, Inc.
Board of Directors Meeting Minutes
February 12, 2016 at 10:00 am**

UNAPPROVED MINUTES

CALL TO ORDER:

The meeting was called to order by President Mike Hartley at 10:00 a.m., at Venice City Hall Community Room, 401 W. Venice Ave, Venice Florida 34285.

DETERMINATION OF QUORUM:

Present in person was President Mike Hartley, Vice President Craig Costanzo, Treasurer Allan Grant, Secretary Ernie Bago, Directors Barry Alberter, and Dave Davis. Directors Dave Grote and Diane Conti were present by conference phone. Director Lori Kowalski was absent. A quorum was established. Also in attendance was Susan Thimmes from Argus Property Management.

CONFIRMATION OF PROPER MEETING NOTICE:

Association Manager Susan Thimmes confirmed the proof of meeting notice was noticed forty-eight (48) hours in advance of the meeting per the Associations By Laws (section 3.6).

APPROVAL/DISPOSAL OF MEETING MINUTES:

1. A **motion** was made by Dave Davis and seconded by Ernie Bago to waive the reading and approve the BOD Budget Meeting & Special Assessment Meeting Minutes from November 20, 2015 as presented. The roll call vote to approve the minutes was as follows: Barry Alberter (**Yes**); Ernie Bago (**Yes**); Diane Conti (**Yes**); Craig Costanzo (**Yes**); Dave Davis (**Yes**); Allan Grant (**Yes**); Dave Grote (**Yes**); Mike Hartley (**Yes**); Lori Kowalski was absent. ***Eight (8) Yes, Zero (0) against, the motion carried.***
2. A **motion** was made by Allan Grant and seconded by Craig Costanzo to waive the reading and approve the BOD Emergency Meeting Minutes from December 31, 2015 as presented. The roll call vote to approve the minutes was as follows: Barry Alberter (**Yes**); Ernie Bago (**Yes**); Diane Conti (**Yes**); Craig Costanzo (**Yes**); Dave Davis (**Yes**); Allan Grant (**Yes**); Dave Grote (**Yes**); Mike Hartley (**Yes**); Lori Kowalski was absent. ***Eight (8) Yes, Zero (0) against, the motion carried.***
3. A **motion** was made by Allan Grant and seconded by Dave Davis to waive the reading and approve the BOD Emergency Meeting Minutes from January 7, 2016 as presented. The roll call vote to approve the minutes was as follows: Barry Alberter (**Yes**); Ernie Bago (**Yes**); Diane Conti (**Yes**); Craig Costanzo (**Yes**); Dave Davis (**Yes**); Allan Grant (**Yes**); Dave Grote (**Yes**); Mike Hartley (**Yes**); Lori Kowalski was absent. ***Eight (8) Yes, Zero (0) against, the motion carried.***

TREASURERS REPORT: Allan Grant; Report Attached

1. A **motion** was made by Allan Grant and seconded by Barry Alberter to approve the Treasurers report. The roll call vote to approve the report was as follows: Barry Alberter (**Yes**); Ernie Bago (**Yes**); Diane Conti (**Yes**); Craig Costanzo (**Yes**); Dave Davis (**Yes**); Allan Grant (**Yes**); Dave Grote (**Yes**); Mike Hartley (**Yes**); Lori Kowalski was absent. ***Eight (8) Yes, Zero (0) against, the motion carried.***

MANAGERS REPORT: Susan Thimmes, Argus Property Management; Report Attached

1. Barry Alberter commented that Affordable Palms did not trim the mangroves and palm trees at the north end of the property. Susan Thimmes will call John Kaiser from Affordable Palms.
2. Ernie Bago suggested to the Board that the Landscaping contract with Natural Designs Landscaping be put out to bid. Susan Thimmes will check on the contract renewal date and Mike Hartley will write a RFP for the bid process.

3. Ernie Bago suggested to the Board that a Landscape Committee be formed to assist with the bid process and to make recommendations to the Board on all landscaping issues.

TASK FORCE PROGRESS REPORTS:

1. Landscaping and Drainage-Mike Hartley; J2 Solutions found a drain that has been covered on the south side of Bldg. B. Mike will ask Maintenance Man “Ozzy” to dig the area to uncover the drainage grate. Map is attached.

UNFINISHED BUSINESS:

1. Pool Deck Warranty Work-There was a discussion on J2 Solutions and the paver work that was originally done. On Monday, a different paver contractor repaired drainage areas and replaced pavers to correct any outstanding issues & concerns. Mike Hartley asked that Board members mark any areas with tape that were missed or need to be corrected.
2. Receipt of Interim Lien Releases- Report attached
3. Review of Additional Dock & Tower Bids-Reports attached

Dock Bids- A motion was made by Barry Alberter and seconded by Allan Grant on whether the association should continue to use J2 Solutions for the dock replacement project. The roll call vote was as follows (yes meaning to NOT use J2 Solutions and no meaning to USE J2 Solutions: Barry Alberter (Yes); Ernie Bago (Yes); Diane Conti (No); Craig Costanzo (No); Dave Davis (No); Allan Grant (No); Dave Grote (No); Mike Hartley (No): Lori Kowalski was absent. *Two (2) Yes, Six (6) No; the motion failed. The Association will use J2 Solutions for the dock replacement project.*

Tower Bids- A motion was made by Allan Grant and seconded by Craig Costanzo to use the replacement method on the foam trim. The roll call vote was as follows (yes meaning to replace and no meaning to repair): Barry Alberter (Yes); Ernie Bago (Yes); Diane Conti (Yes); Craig Costanzo (Yes); Dave Davis (Yes); Allan Grant (Yes); Dave Grote (Yes); Mike Hartley (Yes): Lori Kowalski was absent. *Eight (8) Yes, Zero (0) No; the motion carried to replace the foam trim.*

4. Establish Due Date for Special Assessment- A motion was made by Dave Grote and seconded by Allan Grant to establish an April 30, 2016 due date for the approved 2016 Capital Improvement Project for a total of \$239,003. The assessment per unit will be \$2,438.80.

The roll call vote was as follows (yes meaning to approve due date and no meaning not to approve due date of April 30, 2016): Barry Alberter (Yes); Ernie Bago (Yes); Diane Conti (Yes); Craig Costanzo (Yes); Dave Davis (Yes); Allan Grant (Yes); Dave Grote (Yes); Mike Hartley (Yes): Lori Kowalski was absent. *Eight (8) Yes, Zero (0) No; the motion carried to set the due date for the special assessment as April 30, 2016.*

UNFINISHED BUSINESS:

1. Draft of Revised 2016 Budget to Reflect Reserve Study Results- Report attached. Mike Hartley asked the Board to review the reserve report and the insurance appraisal before the revised budget meeting is set in March.
2. Emergency Planning Strategy- Tabled until next meeting

OWNERS COMMENTS:

1. An owner asked that the association replace the “Tupperware” plastic garbage cans at the pool? The association will come up with a better alternative.
2. Questions were asked on the Maintenance Man’s hours-Ozzy’s hours are Mon, Tues, Wed, & Fri from 8:00 a.m. to 4:00 p.m. Thursday from 6:30a.m. to 2:30 p.m.
3. A suggestion was made that all projects be headed by a Board Member or Volunteer owner to oversee. The Board welcomes this.
4. Mailings from Argus are taking too long to go to my Northern address then forwarded to my residence at Waterfront. – You should contact Argus to change your mailing address if you are in Florida then change back when you go up north.
5. Why do my fees include the coverage of insurance, painting & the roofs of garages if I do not own a garage? The governing docs of the Master and Bldg. A require you to do so.

6. Is flood insurance required for inside my unit? Not required by statute, but it is recommended that you contact your insurance provider.
7. Comcast Problems in Building C- This is a building C issue and not a Master issue.
8. Thanks to the Board for all their hard work!

ADJOURNMENT:

A **motion** was made by a Dave Davis and seconded by Craig Costanzo to adjourn the meeting at 1:00 p.m. ***Each Director present voted in favor, the motion passed unanimously.***

Respectively Submitted,

Susan Thimmes, LCAM
Community Association Manager
Argus Property Management, Inc.

Date Approved: _____

Initialed: __